



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

11 OCT -6 A8:28

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Health/Adult Mental Health Div./Mental Health Transformation State Incentive Grant
Name of Requesting Department

Pursuant to HRS §103D-306, and Subchapter 9, HAR Chapter 3-122, the Department requests sole source approval to purchase the following:

<p>1. Describe the goods, services, or construction to be procured.</p> <p>The Mental Health Transformation State Incentive Grant (MHT SIG) is requesting to purchase maintenance services for the Hawaii Network of Care (NOC) website. Services include, but are not limited to, providing daily and quarterly reports on website use, monthly updates of the service directory database, daily updates of state and federal legislation concerning mental health issues, updates and upgrades of the website, daily news updates, etc.</p>	
<p>2. Vendor/Contractor Name: Trilogy Integrated Resources, LLC</p>	<p>3. Amount of Request: \$ 27,888.00</p>
<p>4. Term of contract (shall not exceed 12 months), if applicable:</p> <p>From: <u>10/6/2011</u> <u>Upon approval</u> To: 31-May-12</p>	<p>5. Prior Sole Source Ref No.:</p> <p>08-066-C, 11-041-B</p>
<p>6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction.</p> <p>Trilogy Integrated Resources, LLC (Trilogy) designed, developed, and constructed the NOC website for the MHT SIG and Trilogy retains the ownership rights and any copyright to the NOC website system. As such, Trilogy is the only vendor able to provide maintenance services for the Hawaii NOC website.</p>	
<p>7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work.</p> <p>One of the major goals of Hawaii's Comprehensive Mental Health Plan is to use technology to provide mental health consumers and interested individuals with current information on mental health issues and available resources. Providing a website with this information is a cost-effective method of disseminating information to a large audience on a 24-hour, 7-day per week basis. The NOC website is an interactive site that provides a centralized location for the public to obtain general information on mental health and, in particular, information on mental health services available in Hawaii. Website maintenance services are necessary to update, monitor, and maintain the website and to provide feedback regarding website traffic.</p>	
<p>8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services or construction.</p> <p>Trilogy Integrated Resources, LLC (Trilogy) designed, developed, and constructed the NOC website for the MHT SIG and Trilogy retains the ownership rights and any copyright to the NOC website system. As such, Trilogy is the only vendor able to provide maintenance services for the Hawaii NOC website. No other vendor is authorized to provide this service.</p>	

Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

No other vendor is authorized to provide this service.

10. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Janet Iraha	MHT SIG	453-6619	janet.iraaha@doh.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Price Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.

Fb

Department Head Signature

OCT - 5 2011

Date

For Chief Procurement Officer Use Only

11. Date Notice Posted:

10/6/2011

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

Chief Procurement Officer
State of Hawaii
P.O. Box 119
Honolulu, HI 96810-0119

12. Chief Procurement Officer (CPO) Comments:

This approval is for the period 10/06/11 to 05/31/12 and is based on the department's representation that maintenance service for Hawaii Network of Care (NOC) website can only be obtained from the Trilogy Integrated Resources, the vendor who retains ownership and copyrights to the website. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply and award is required to be posted on the Awards Reporting System.

Department is required to submit form SPO-016, Procurement Violation, for maintenance services received from Trilogy Integrated Resource, for the period 09/23/11 to 10/05/11.

☒ Approved

☐ Disapproved

☐ No Action Required

Adams. Jay
Chief Procurement Officer Signature

10/12/2011
Date